



Weekly Executive Status Report



Project: Statewide Voter Registration System
Project Manager: W. Gary Bush
For Week Ending: 20-May-05
Project Schedule:

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80 days used of 336 total project days
 24% of implementation schedule expended

Project Highlights

The following represent the most important facts about the project as of this status report:

Phase 2 (Requirements) Essentially Completed - All FRD's have been reviewed: 5 FRD's approved, 3 pending approval, 2 submitted for approval, and 2 in update for final submission. - RTM being compiled and reviewed by the requirements team. Slated for completion next week. - Of 121 Parking Lot items: 71 are closed, 22 remain open, and 28 are state/VK additions to the list and yet unresolved.
Business Transition Change Management Plan Underway - Visits to 2 Pilot counties completed; 2 more scheduled for next week for assessment of training needs. - Second Newsletter being planned. Web Site delayed for debut next week. - Process change documentation started.
Initial Hardware Site Surveys In Review. - Confirmation of County Servers and T-1 lines received. Network design finalized. - Confirmation of hardware count and placements is still underway. - Decision made to use Oracle database on both central and county back-up servers.
Initial Data Conversion Collections Completed or Scheduled - Data from 18 of 21 counties has been received. Bergen and Passaic back-up tapes sent for translation to usable media. - Sequoia systems to supply data for last 3 counties next week (delayed one week). - Exception reports for initial counties delayed to next week. - Exception reports for 1st cycle conversions slated for all counties for June 1st.

Recent Accomplishments

The tasks listed below were completed recently by the project team:

Project Plan Phase Key	Task	Who	Start Date	Scheduled Complete Date	Comments
P2b	Review/Submit/Obtain Signoff of FRSD			20-May	All completed this week, with 3 in final updates.
P2e	Conduct County Hardware Site Surveys			17-May	Final results have been compiled
P2c	Prepare/Distribute Draft RTM (Internal QA Review)			20-May	All specs compiled

Work in Progress

The tasks listed represent the activities in which the team is engaged the week following this reporting period.

Project Plan Phase Key	Task	Who	Start Date	Scheduled Complete Date	Comments
P2c	Prepare/Distribute Draft Requirements Traceability Matrix (Internal Review)			23-May	Currently in drafting
P2d	Develop Business Change Strategies			27-May	Web site delayed until next week
P3d	Clarify and Define Training Needs			TBD	County visits not all scheduled. Surveys to be Faxed or mailed.
P3a	Detail Architectural Components (Hardware, Software, Design)			27-May	Software issues pending FRSD's. Final county HW counts being updated.
P7b1	Prepare External Interface Integration Design Document		Delayed	27-May	Initial meetings with DIA's were scheduled. One rescheduled for next week. Delays causing concern to meet plans.

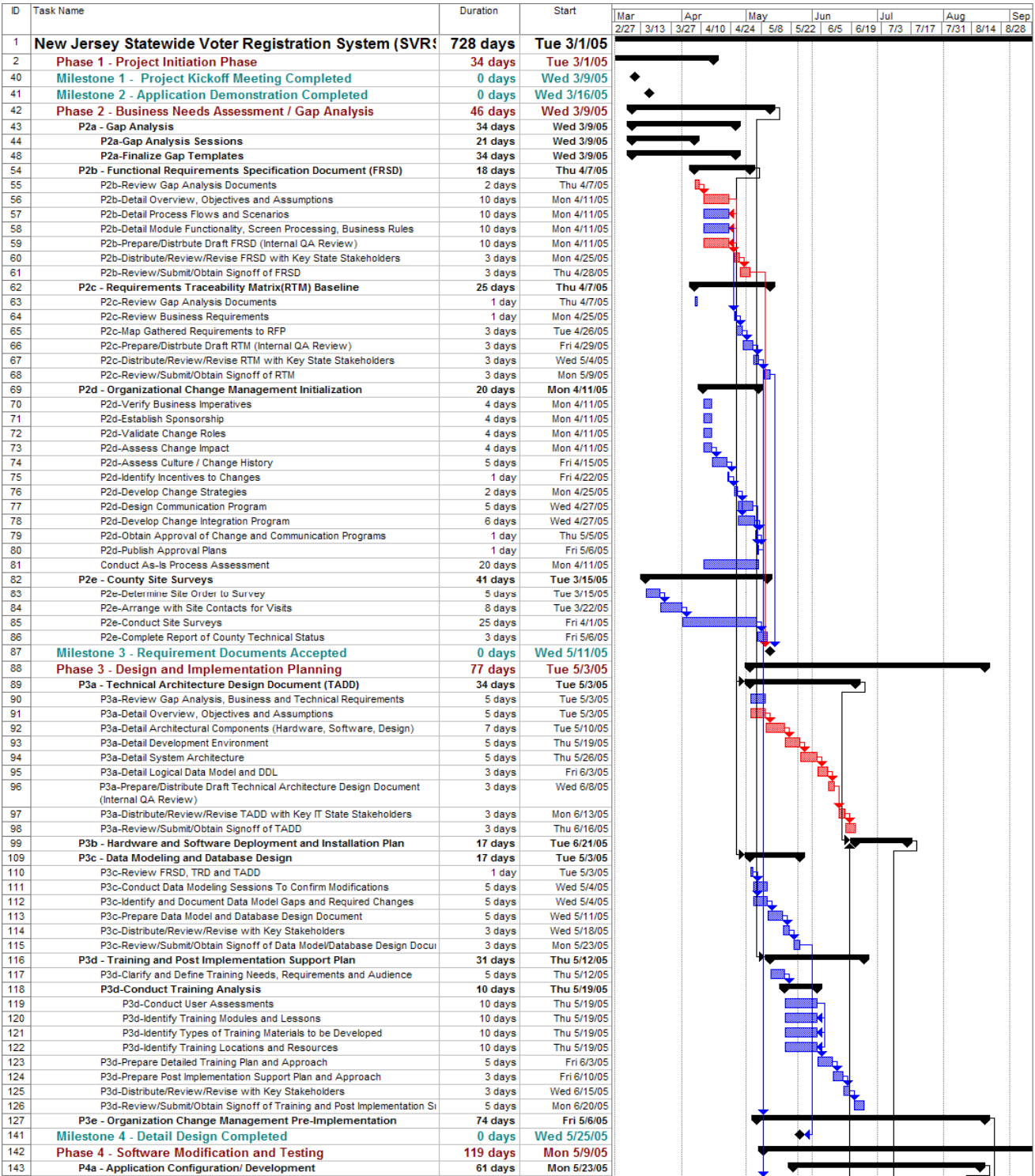
Coming Events

Upcoming Activities

The events listed below are highlights scheduled for the near future of the project.

Status	Event	Start Date	Scheduled Complete Date	Comments
Scheduled	Weekly Team Status Meetings	17-May	On-going	Every Tuesday @ 9:30AM
Scheduled	Complete the State reviews of Functional Requirement Specification Documents	9-May	25-May	Underway
Planned	Release of Data Conversion Reports to Counties	20-May	24-Jun	Being prepared at Aradyme
Scheduled	SRVS Website Activation		27-May	Coding underway. Delayed another week.

CR Status	Change Request	Change Request Owner	CR Approval Date	CR Impact	Comments
Accepted	Addition of 6th county to Pilot Group	WG Bush	4-Apr-05	Medium	6th county now confirmed
Approved	All-Oracle Database for all servers	WG Bush	18-May-05	Medium	Cost reduction must be quantified.



Customer Status Report

143	P4a - Application Configuration/ Development	61 days	Mon 5/23/05
155	P4b - User Acceptance Test Plan (Application with Conversion Data)	24 days	Mon 5/9/05
156	P4b-Review Functional Requirements Specification Document	1 day	Mon 5/9/05
157	P4b-Identify State User Acceptance Criteria	5 days	Tue 5/10/05
158	P4b-Prepare a User Acceptance Test Strategy	5 days	Tue 5/10/05
159	P4b-Prepare a User Acceptance Test Plan	5 days	Tue 5/10/05
160	P4b-Create Test Cases for New/Changed Functionality	10 days	Tue 5/17/05
161	P4b-Create Test Cases for Conversion/Data Migration	10 days	Tue 5/17/05
162	P4b-Create Test Cases for Interfaces	10 days	Tue 5/17/05
163	P4b-Distribute/Review/Revise with Key Stakeholders	3 days	Wed 6/1/05
164	P4b-Review/Submit/Obtain Signoff of UAT Plan	5 days	Mon 6/6/05
165	P4c - Pilot Implementation and Support Plan	25 days	Fri 7/15/05
171	P4d - Training Materials and Documentation	30 days	Wed 7/20/05
177	P4e - Application Manuals and Supporting documentation	45 days	Fri 8/12/05
184	P4f - User Acceptance Testing	32 days	Thu 8/11/05
195	P4g - Establish Managed Server Sites	50 days	Tue 6/21/05
210	P4h - Organizational Change Management Implementation	46 days	Mon 8/22/05
217	Milestone 5 - User Acceptance of Full Function Application Beg	0 days	Fri 8/19/05
218	Milestone 6 - User Acceptance of Full Function Application Completed	0 days	Mon 9/26/05
219	Phase 5 - Pilot Implementation	57 days	Thu 8/18/05
220	P5a - Pilot Selection and Training	21 days	Thu 8/18/05
228	P5b - Pilot Installation and Support	48 days	Wed 8/31/05
238	Milestone 7 - Production Installation Certification	0 days	Thu 9/1/05
239	Milestone 8 - Pilot Site Implementation Completed	0 days	Mon 11/7/05
240	Phase 6 - Staged Rollout and Deployment - Remaining Sites	29 days	Tue 11/8/05
241	P6a - Training and Assessment Survey for Full Production	29 days	Tue 11/8/05
245	P6b - Full Deployment and Production Implementation Tracking	29 days	Tue 11/8/05
255	Milestone 9 - All Users Trained	0 days	Mon 12/12/05
256	Milestone 10 - Implementation Complete to all Sites	0 days	Mon 12/19/05
257	Phase 7 - Conversion and Interface	197 days	Mon 3/14/05
258	P7a - Data Conversion	197 days	Mon 3/14/05
259	P7a1 - Data Conversion and Migration Plan	17 days	Mon 3/14/05
268	P7a2 - Data Conversion Results Cycle 1	35 days	Wed 4/6/05
269	P7a2 - Collect data from each data source	30 days	Wed 4/6/05
270	P7a2 - Data Conversion program Development	15 days	Wed 4/6/05
271	P7a2-Complete Code Enhancement and Interface Development Per li	15 days	Wed 4/6/05
272	P7a2-Complete Database Changes, Loads, Conversions	15 days	Wed 4/6/05
273	P7a2-Perform/Document QA Reviews (Developer, Peer, Team)	15 days	Wed 4/6/05
274	P7a2-Conduct Internal Testing (Interface, Integration, Load, Migration, System, Network)	15 days	Wed 4/6/05
275	P7a2 - Process Data through Conversion Programs	15 days	Wed 4/27/05
276	P7a2 - Distribute Cycle reports to each data source contact person	5 days	Wed 5/18/05
277	P7a3 - Data Conversion Results Cycle 2	90 days	Wed 5/25/05
284	P7a4 - Data Conversion Results Cycle 3	74 days	Tue 9/6/05
293	P7b - Interface	143 days	Tue 3/15/05
294	P7b1 - External Interface Design Document	48 days	Tue 3/15/05
295	P7b1-Conduct Integration JAD Sessions with Relevant Parties	10 days	Tue 3/15/05
296	P7b1-Prepare High-level Data Flow Diagrams for Interfaces	10 days	Tue 3/29/05
297	P7b1-Prepare External Interface Integration Design Document	10 days	Tue 4/12/05
298	P7b1-Develop Conceptual Definition of Module Interfaces and NW Infrastructure Design	10 days	Tue 4/26/05
299	P7b1-Distribute/Review/Revise with Key Stakeholders	3 days	Tue 5/10/05
300	P7b1-Review/Submit/Obtain Signoff of External Interface Design Do	5 days	Fri 5/13/05
301	P7b2 Interface testing results document	95 days	Fri 5/20/05
305	Phase 8 - Project Close-out and Transition to Maintenance and Support	311 days	Tue 10/11/05
330	Milestone 11 - Project Close-out and Transition to Maintenance and Support Completed	0 days	Wed 2/1/06
331	Ongoing Project Management	235 days	Tue 3/1/05
411	Comprehensive Full Service Support	260 days	Fri 12/29/06
416	Milestone 12 - Maintenance and Support Complete	0 days	Mon 12/31/07

